

**STATE OF LOUISIANA
DEPARTMENT OF CIVIL SERVICE
BATON ROUGE, LA.**

September 10, 2003

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**STATE PERSONNEL MANUAL
TRANSMITTAL SHEET
NO. 396**

To: HEADS OF STATE AGENCIES AND PERSONNEL OFFICERS

Subject: Changes to the Pay Plan

Issue Date: September 10, 2003

Attached are changes to the current Job Specification Index (Pay Plan) made since Transmittal Sheet 393. Effective dates of changes listed in this Transmittal Sheet are noted in the "Effective Date" column.

If there are any questions concerning the subject matter of this Transmittal Sheet, please call Lisa Lusk or Glenn Balentine at (225) 342-8083.

Sincerely,

s/Allen H. Reynolds
Director

JOBS ADDED TO THE PAY PLAN								
JOB CD	JOB TITLE	PAY LEV	MIN	MAX	OCC GRP	CAR FIELD	EEO CAT	EFFECT DATE
168130	PROFESSIONAL COUNSELOR 1	G-16	2037	3358	E9	5918	PR	09/08/03
168140	PROFESSIONAL COUNSELOR 2	G-17	2179	3593	E9	5918	PR	09/08/03
168150	PROFESSIONAL COUNSELOR 3	G-18	2331	3845	E9	5918	PR	09/08/03
168160	PROFESSIONAL COUNSELOR 4	G-19	2494	4113	E9	5918	PR	09/08/03
167310	REAL ESTATE/ APPRAISAL INVESTIGATOR 4	G-19	2494	4113	F5	6516	PR	09/08/03
167440	REVENUE AGENT 3	G-19	2494	4113	B1	2103	PR	09/08/03
167450	REVENUE AGENT 4	G-22	3056	5039	B1	2103	PR	09/08/03
167500	REVENUE AUDIT SPECIALIST	G-22	3059	5039	B1	2103	PR	09/08/03

JOB TITLE CHANGES IN THE PAY PLAN			
JOB CODE	FROM JOB TITLE	TO JOB TITLE	EFF DATE
165740	ALCOHOL/DRUG ABUSE ASSISTANT REGIONAL ADMINISTRATOR	OAD ASSISTANT REGIONAL ADMINISTRATOR	09/08/03
120600	ALCOHOL/DRUG ABUSE CLINIC DIRECTOR	OAD CLINIC DIRECTOR	09/08/03
120590	ALCOHOL/DRUG ABUSE CLINIC MANAGER	OAD CLINIC MANAGER	09/08/03
120610	ALCOHOL/DRUG ABUSE INPATIENT FACILITY MANAGER	OAD INPATIENT FACILITY MANAGER	09/08/03
166480	CRIME LABORATORY ANALYST 1--DNA FORENSIC	CRIME LABORATORY ANALYST 1	09/08/03
166490	CRIME LABORATORY ANALYST 2--DNA FORENSIC	CRIME LABORATORY ANALYST 2	09/08/03
166500	CRIME LABORATORY ANALYST 3--DNA FORENSIC	CRIME LABORATORY ANALYST 3	09/08/03
166510	CRIME LABORATORY ANALYST SUPERVISOR--DNA FORENSIC	CRIME LABORATORY SUPERVISOR	09/08/03

JOB TITLE CHANGES IN THE PAY PLAN			
JOB CODE	FROM JOB TITLE	TO JOB TITLE	EFF DATE
166520	CRIME LABORATORY MANGER--DNA	CRIME LABORATORY MANAGER	09/08/03
125340	FLOODPLAIN INSURANCE ANALYST 1	FLOOD INSURANCE PROGRAM COORDINATOR 1	09/08/03
125350	FLOODPLAIN INSURANCE ANALYST 2	FLOOD INSURANCE PROGRAM COORDINATOR 2	09/08/03
125360	FLOODPLAIN INSURANCE MANAGER	FLOOD INSURANCE PROGRAM MANAGER	09/08/03
123390	REAL ESTATE CHIEF EXAMINER	REAL ESTATE/APPRAISAL INVESTIGATOR 5	09/08/03
123410	REAL ESTATE EXAMINER 1	REAL ESTATE/APPRAISAL INVESTIGATOR 1	09/08/03
123420	REAL ESTATE EXAMINER 2	REAL ESTATE/APPRAISAL INVESTIGATOR 2	09/08/03
158920	REAL ESTATE EXAMINER 3	REAL ESTATE/APPRAISAL INVESTIGATOR 3	09/08/03
123430	REAL ESTATE HEARING EXAMINER	REAL ESTATE/APPRAISAL HEARINGS EXAMINER	09/08/03
123070	REVENUE AUDIT MANAGER 2	REVENUE AGENT 5	09/08/03
122630	REVENUE AUDIT SUPERVISOR 2	REVENUE AUDIT SUPERVISOR	09/08/03
122670	REVENUE CORPORATE SUPERVISOR 2	REVENUE CORPORATE SUPERVISOR	09/08/03

JOB PAY GRADE CHANGES				
JOB CODE	JOB TITLE	FROM PAY LEVEL	TO PAY LEVEL	EFF DATE
125340	FLOOD INSURANCE PROGRAM COORDINATOR 1	G-13	G-15	09/08/03
125350	FLOOD INSURANCE PROGRAM COORDINATOR 2	G-15	G-17	09/08/03
125360	FLOOD INSURANCE PROGRAM MANAGER	G-18	G-20	09/08/03
165740	OAD ASSISTANT REGIONAL ADMINISTRATOR	G-21	G-22	09/08/03
120600	OAD CLINIC DIRECTOR	G-20	G-22	09/08/03
120590	OAD CLINIC MANAGER	G-19	G-21	09/08/03
120610	OAD INPATIENT FACILITY MANAGER	G-20	G-23	09/08/03

JOB PAY GRADE CHANGES				
JOB CODE	JOB TITLE	FROM PAY LEVEL	TO PAY LEVEL	EFF DATE
115590	PUBLIC HEALTH TECHNICIAN 1	G-06	G-09	09/08/03
160570	PUBLIC HEALTH TECHNICIAN 2	G-07	G-10	09/08/03
123410	REAL ESTATE/APPRAISAL INVESTIGATOR 1	G-13	G-14	09/08/03
123420	REAL ESTATE/APPRAISAL INVESTIGATOR 2	G-14	G-15	09/08/03
158920	REAL ESTATE/APPRAISAL INVESTIGATOR 3	G-16	G-17	09/08/03
123390	REAL ESTATE/APPRAISAL INVESTIGATOR 5	G-18	G-21	09/08/03
123430	REAL ESTATE/APPRAISAL HEARINGS EXAMINER	G-16	G-18	09/08/03
122990	REVENUE AGENT 1	G-16	G-17	09/08/03
123070	REVENUE AGENT 5	G-23	G-24	09/08/03
135980	REVENUE TAX DIRECTOR 1	G-24	G-25	09/08/03
140760	REVENUE TAX DIRECTOR 2	G-26	G-27	09/08/03